



## **TENDER DOCUMENTS**

**(SINGLE STAGE TWO ENVELOPE PROCEDURE)**

**PROVISION OF HORTICULTURAL AND SWIMMING POOL ITEMS FOR PAKISTAN  
SPORTS BOARD, SPORTS COMPLEX, ISLAMABAD.**

# **TECHNICAL BID**

|                        |            |                             |
|------------------------|------------|-----------------------------|
| <b>Total Page</b>      | 08 Pages   |                             |
|                        | Page # 2   | Brief                       |
| <b>Detail of Pages</b> | Page # 3-4 | Instructions to the Bidders |
|                        | Page # 5   | Bid Submission Form         |
|                        | Page # 6   | Evaluation Criteria         |

## **BRIEF**

Pakistan Sports Board, an autonomous body working under the administrative control of Ministry of Inter-Provincial Coordination, PSB is the premier authority to control and promote sports in the country and also acts as an executing agency to implement the government policies.

PSB provide the platform for participation of athletes in national & International championship and mega sports events around the year. To run the day-to-day affairs different Horticultural and Swimming Pool are required for smooth conduct of official work at Pakistan Sports Board, Sports Complex, Islamabad.

**Contents of Bid Document:** The document consist the annexes indicated below:

- a. Annex I : **Instructions to Bidders**
- b. Annex II : **Bid / Application Submission Form**
- c. Annex III: **Evaluation Criteria**
- d. Annex IV : **Financial proposal**

**INSTRUCTIONS TO BIDDERS**

In addition to the essential guidance/instruction (provided through the cover letter) vis-à-vis application for the bids, the followings are also to be considered integral part of the bidding documents and may be read and followed carefully before submission of bid/ proposal.

**A. General**

1. Scope of Bids: PSB upload Bid document on EPADS (version 2.0) to the bidders interested for participating in the subject tender.

2. Eligible Applicants: A firm/company shall be a legally established entity or a firm.

3. **Scope of services**

List of Horticultural and swimming pool items is enclosed along with quantity and specification. All the firms/companies must quote their rates including all applicable taxes.

**B. Preparation of Applications**

1. **Evaluation of Bids/Mandatory Requirements for Bidders:**

1. The firm should be registered with Income Tax and Sales Tax Departments (Registration Numbers should be clearly mentioned and valid documentary evidence be attached). The registered contractor/firm who is on active Tax Payer list (ATL) of FBR is eligible to submit bids.
2. The bids/proposals shall be submitted under single stage two envelops procedure containing **Technical and Financial** bids will be processed through EPADS as per PPRA Rule.
3. Proof of previous specific working experience for the last 3 years. 10-15 Work orders / completion certificates of the relevant works must be attached.
4. Bank statement for the last three years must be submitted to show the financial position of the firm and closing balance must be 50 million on the date 30-06-2026.
5. Audit Statement for the last three years must be attached.
6. The technical bid should have the profile of company and other requirements only.
7. All those companies / firms are eligible to apply who has prior specific work experience of related nature of job.
8. Conditional tenders shall not be accepted. Any tender containing addition / alternation in the above terms and conditions and the specifications of items / services will also not be considered.
9. The quantities of items may be increased or decreased as per the requirement.
10. The firm should have not been black listed by any Government Department or Semi Government Department in the past. The declaration made by the bidder towards non-blacklisting on judicial stamp paper should be enclosed.
11. Pay Order/Bank Draft/Bank Guarantee amounting to Rs.100,000/- must be attached as earnest money/bid security (attached/upload scanned copy with profile) in the name of "Pakistan Sports Board" and original will be submitted to Director (Procurement), PSB before opening the bid.
12. Call deposit of successful bidder will be withheld till completion of the assignment. While the call deposit of unsuccessful companies will be returned.

13. An agreement shall be made on stamp paper duly issued by Treasury of Pakistan between the company / firm and Pakistan Sports Board after placing work order etc. The stamp paper will be provided by the successful firm / company.
14. The bids will be evaluated upon factors, methods, criteria, and requirements defined in Evaluation Criteria.
15. In case of any holiday or any disturbance on the opening of tender, the tender will be opened on next working day as per schedule.
16. Sample /samples where required must be submitted before opening of the bid.
17. PSB may award work order item wise or partially or completely as per sample or on the basis of rates as decided by evaluation committee.
18. All the quoted rates (including all taxes) of the items must be up to 30<sup>th</sup> December, 2026.
19. Firm / Company must be registered in SECP.
20. Firm / Company must be submitting ISO 9001 Certificate.

**Bid Submission Form**

(To be printed on labs letterhead, signed, dated and stamped)

Date:

To: Director General,  
Pakistan Sports Board, Islamabad

We, the undersigned, apply to provide the Horticultural and Swimming Pool items and as mentioned in the bidding documents and declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including any Addendum (or Addenda to same effect), issued by the Board in accordance with Instructions to Bidders.
- (b) We understand that you may cancel the bidding process at any time and that you are neither bound to accept any bids that you may receive, without incurring any liability to the Bidders.
- (c) The following information shall be used by Board to notify us:

Name of the firm:

Postal Address:

Tel: Fax:

Official Email:

Best regards,

Signature of an authorized representative(s) of the Bidders

Name:

Designation:

Contact No:

Address:

**EVALUATION CRITERIA**  
**MANDATORY REQUIREMENTS FOR BIDDERS**

| <b>S No.</b> | <b>Mandatory Requirement</b>                                                                                                                                                                                      | <b>Yes/ No</b> |
|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| A.           | Complete company profile including: -<br>i. Name,<br>ii. Registered office address,<br>iii. Telephone number, fax and e-mail address and web address<br>iv. Details of contact person<br>v. NTN (on FBR ATL +GST) | 10             |
| B.           | <b>Satisfactory Supply Certificates from 10 Government Departments.</b>                                                                                                                                           | 15             |
| C.           | Declaration certificate on Judicial stamp paper that the firm/ company has not been blacklisted by any Government/ Semi Govt./ Autonomous organization                                                            | 5              |
| D.           | Bank Statement of last three years to evaluate Financial Strength and closing balance must be 50 million up to 30-06-2026.                                                                                        | 15             |
| E.           | Audit Statement of the firm for three years                                                                                                                                                                       | 10             |
| F.           | Stamp paper / declaration about black listing                                                                                                                                                                     | 5              |
| G.           | Samples of the items shall be provided as and when required.                                                                                                                                                      |                |
| H.           | A bid security of 100,000/- must be submitted before the opening of the tender.                                                                                                                                   | 10             |
| I.           | A stamp paper undertaking shall be submitted, confirming that the successful bidder will supply the items within 15 days from the date of issuance of the work order.                                             | 10             |
| J.           | Firm must be registered in SECP.                                                                                                                                                                                  | 10             |
| K.           | Firm must be submitting ISO 9001 certificate.                                                                                                                                                                     | 10             |

**Note:** The firm/company must meet all mandatory requirements to be eligible to participate in the financial bid.



## **TENDER DOCUMENTS**

**(SINGLE STAGE TWO ENVELOPE PROCEDURE)**

**PROVISION OF HORTICULTURAL AND SWIMMING  
POOL ITEMS FOR PAKISTAN SPORTS BOARD,  
SPORTS COMPLEX, ISLAMABAD.**

## **FINANCIAL BID**

FINANCIAL PORPOSAL

**HORTICULTURE ITEMS**

| S. #                  | Name of Items                          | Quantity    | Rate | Amount |
|-----------------------|----------------------------------------|-------------|------|--------|
| 1.                    | Dori for Bush Cutter                   | 100 kg      |      |        |
| 2.                    | Bush Cutter Blade                      | 200-Nos.    |      |        |
| 3.                    | Front Gear Cuppa                       | 40-Nos      |      |        |
| 4.                    | Clutch Cuppa                           | 40-Nos      |      |        |
| 5.                    | Dori Cuppa                             | 50-Nos      |      |        |
| 6.                    | Barr Cutter Kanchi                     | 06-Nos      |      |        |
| 7.                    | Sword (Bholay)                         | 12-Nos      |      |        |
| 8.                    | Shovel (Belcha)                        | 08-Nos      |      |        |
| 9.                    | Sickle (Dranti)                        | 12-Nos      |      |        |
| 10.                   | Wheelbarrow                            | 05 Nos      |      |        |
| 11.                   | Water Plastic Pipe                     | 600Ft       |      |        |
| 12.                   | Bhooly with Dasta                      | 12 + 12 Nos |      |        |
| 13.                   | Rambay                                 | 18-Nos      |      |        |
| 14.                   | Pipe 2.5 for water Gun                 | 400 ft      |      |        |
| 15.                   | Brush Cutter                           | 10 Nos      |      |        |
| 16.                   | Caps                                   | 36 Nos      |      |        |
| 17.                   | Grass Cutting Machine 36 inch (Petrol) | 01 Nos      |      |        |
| 18.                   | Loader Rickshaw                        | 01-No       |      |        |
| 19.                   | Grass Cutting Machine (Tractor)        | 02-No.      |      |        |
| 20.                   | Spray Pump (Steel)                     | 02-Nos.     |      |        |
| 21.                   | Steel Blade (Aari)                     | 04-Nos.     |      |        |
| 22.                   | Axe                                    | 04-Nos.     |      |        |
| 23.                   | Screw ranch                            | 02-Nos.     |      |        |
| 24.                   | Screw Drive                            | 02-Nos.     |      |        |
| 25.                   | Glasses                                | 40 Nos      |      |        |
| 26.                   | Gloves                                 | 50 Nos      |      |        |
| 27.                   | Plastic Shoes                          | 40 Nos      |      |        |
| <b>Estimated cost</b> |                                        |             |      |        |

## **SWIMMING POOL ITEMS**

| <b>S#</b>             | <b>DESCRIPTION OF ITEMS</b> | <b>QTY</b> | <b>A/U</b>               | <b>Rate</b> | <b>Amount</b> |
|-----------------------|-----------------------------|------------|--------------------------|-------------|---------------|
| 1.                    | Chlorin Granular            | 40 buckets | Imported (as per sample) |             |               |
| 2.                    | PH Minus Reducer            | 20 buckets | -do-                     |             |               |
| 3.                    | Copper Sulfate              | 40 kg      | -do-                     |             |               |
| 4.                    | HCL (pure)                  | 20 Drums   | As per sample            |             |               |
| <b>Estimated cost</b> |                             |            |                          |             |               |